



DECKS

Department of
Community Development
Bureau of Buildings & Zoning

City of Rochester, New York



GENERAL INFORMATION REQUIRED

When applying for a deck permit you will need:

- Property owner's name, address and phone number
- Applicant's name, address and phone number
- If applicable, Contractor and/or plan preparer's name, address and phone number
- Project description, including size and location of deck
- Workers' Compensation Insurance Certificate or waiver

If installer is homeowner or individual contractor without Workers' Compensation insurance, a waiver, available in the permit office, may be substituted for certificate

If contractor has employees, a Certificate of Workers' Compensation must be provided, naming the City of Rochester as certificate holder and addressed to:

City of Rochester
Permit Office
Room 121B City Hall
30 Church Street
Rochester, New York 14614

MAPS AND DRAWINGS REQUIRED

- Two (2) copies of Instrument Survey Map for subject property
- Two (2) copies of the deck plan with construction details, drawn to scale, including footings/foundation, joists, handrails, stairs, etc. Large and/or structurally complicated decks may require drawings signed & sealed by a design professional licensed in the State of New York.

FEEES

The fee is based on the size of the deck per the following schedule:

- Smaller than, or equal to 144 sq. ft.: \$75.00
- 145 square ft. to 399 sq. ft.: \$100.00
- Greater than, or equal to 400 sq. ft.: \$150.00

The information in this brochure is a general overview. Certain applications may require more in-depth analysis.

MINIMUM INSPECTIONS REQUIRED

- Footings and/or foundation depth before pouring concrete and setting posts
- Rough framing before skirting
- Final inspection upon completion

OWNER/APPLICANT RESPONSIBILITIES

- Ensure that a permit is obtained. Permits can be obtained in room 121B of City Hall
- Ensure all inspections are performed as above
- Ensure that work is performed as per plans submitted with application
- Ensure that no damage or encroachment occurs to adjacent property during construction

Metered parking is available on North Fitzhugh Street adjacent to the building. Other parking is available in the Sister Cities Garage across the street from City Hall. The office is open from 9:00 am - 4:45 pm.

USEFUL INFORMATION

- Decks must be located in the rear yard
- All footings shall be at least forty-eight (48") inches deep
- Stairs consisting of more than two (2) risers require handrails
- If a property is located within a preservation district or is a landmark site, a Certificate of Appropriateness will be required from the Preservation Board (call 428-7043 for more information)
- If the deck serves as an outdoor seating area for a commercial use such as a restaurant or bar, further special approvals may be required (call 428-7043 for more information)
- Call 428-6561 with any questions regarding construction details during the planning stages
- Call 428-7043 for setback, lot coverage and other information